



STATE OF HAWAII  
DEPARTMENT OF TRANSPORTATION  
869 PUNCHBOWL STREET  
HONOLULU, HAWAII 96813-5097

## CIVIL RIGHTS POLICY

It is the policy of the Hawaii Department of Transportation (HDOT) to provide an environment of non-discrimination and equal opportunity in employment as well as in the delivery of our services to the public. I wholeheartedly support the civil rights programs within the HDOT that includes Title VI, Equal Employment Opportunity/Affirmative Action (EEO/AA), the Americans with Disabilities Act (ADA), and the Disadvantaged Business Enterprises (DBE) Program. I encourage and expect all employees to play an active part in monitoring our programs and services to ensure that the HDOT's policies, procedures and practices do not discriminate against any person based on sex, age, race, color, religion, ancestry, disability, marital status, national origin, arrest/court record, sexual orientation, breast feeding and National Guard participation. These are my expectations:

For the Title VI Program, all employees have a responsibility to participate and ensure that our programs, policies, and services for beneficiaries are developed, conducted, and implemented without regard to a person's race, color, gender, national origin, age or income. Employees must especially ensure that ethnic minorities and low-income populations are not adversely impacted and aim to achieve their full participation in such programs, policies and activities.

For the EEO/AA Program, all employees are expected to conduct themselves in a manner that creates a work environment free of discrimination and harassment. The HDOT shall not discriminate against any person based on their sex, age, race, color, religion, ancestry, disability, marital status, national origin, arrest/court record, sexual orientation, breast feeding and National Guard participation in employment activities, such as recruitment, promotion and training.

For the ADA Program, all employees must ensure that persons with disabilities are provided an equal opportunity to participate in, and enjoy the benefits of our programs, services and activities in the most integrated setting appropriate to the individual's level of need. This right includes not only the opportunity to participate, but an opportunity that is equally effective as that provided to persons without disabilities. This means identifying and removing structural barriers, making reasonable modifications to our policies and practices, and providing auxiliary aids and services to disabled persons. In the area of employment, reasonable accommodations must be considered for applicants for employment and employees with disabilities.

For the DBE Program, DBEs shall have an equal opportunity to participate in USDOT-assisted contracts. The mission of the program is to correct past and current discrimination against minorities and women in the business community by creating a "level playing field" on which DBEs can compete fairly for federal-aid projects.

Our commitment to these programs must be reflected in the manner in which we provide services to the public as well as how we conduct ourselves in the workplace. Let us be a role model for other agencies by displaying through our actions this commitment to equal opportunity and non-discrimination. Any employee who is found to be in violation of this policy shall be subject to appropriate administrative action.

This policy shall take effect immediately and shall apply to all HDOT employees and contractors.

A handwritten signature in black ink, appearing to read "Rodney K. Haraga", is written over a horizontal line. Below the line, the text "RODNEY K. HARAGA" and "Director of Transportation" is printed.

RODNEY K. HARAGA  
Director of Transportation

MAY 19 2004

Date